



THE HUBERT H. HUMPHREY FELLOWSHIP PROGRAM

Application deadline for 2021-2022 Program Cycle: August 15, 2020

(Program cycle 2021-22 refers to academic year 2021-22: August 2021 – June 2022)

Application link: <https://apply.iie.org/huberthumphrey>

Please read all the instructions and program information carefully before starting your application.

What is the Hubert H. Humphrey Fellowship Program?

The Hubert H. Humphrey Fellowship Program is a 10 months (one U.S. academic year) non-degree graduate-level opportunity to hone leadership skills and collaborate with U.S. counterparts in the applicant's field of work. The program brings accomplished professional from designated countries around the world to the United States at a mid-point in their careers for practical professional development and non-degree academic study.

Eligibility

- Minimum of a four-year undergraduate degree from S.A. (BA + Honors)
- South African citizenship OR South African permanent resident with a minimum of 5 years of permanent resident status
- Minimum of five years of full-time professional experience prior to August 2021 and beyond the attainment of a first university/undergraduate degree
- Limited or no prior experience in the United States
- English language ability
- Demonstrated leadership ability
(Candidates should have achieved positions of significant responsibility at the national, regional or local level and show clear promise to assume greater future leadership roles)
- Record of public service in the community
(Candidates' careers must reflect a present and future commitment to public service, broadly defined in the public, NGO, or private sector. Please note: University lecturers will need to demonstrate management or policy responsibilities and experience (Exceptions apply to teachers of English as a foreign language and specialists in substance abuse preventions and treatment)

Any candidates meeting any of the following descriptions below will be rendered technically ineligible to participate in the Humphrey Program.

- Individuals without a first university degree
- Individuals with less than five years of full-time professional experience prior to August 2021 and beyond attainment of a first university/undergraduate degree
- University teachers with no management or policy responsibilities, except for teachers of English as a foreign language and specialists in substance abuse prevention and treatment
- Individuals who have attended a graduate school in the United States for one academic year or more during the seven years prior to August 2021
- Individuals who have had more than six months of U.S. experience during the five years prior to August 2021
- Individuals with dual U.S. citizenship or U.S. permanent resident status

Who should be applying?

Hubert H. Humphrey Fellowship applicants should be individuals working in either the public or private sector with demonstrated leadership ability and a commitment to public service. Nominees should be at a point in their careers to fully benefit from this professional development program. Applicants should understand that the program is non-degree in nature. Fellows are placed at designated host universities to take advantage of academic, professional, and leadership enhancement activities offered by the campus setting. Since the Humphrey Program is classified as a non-degree program in SEVIS (Student and Exchange Visitor Information System), Humphrey Fellows cannot transfer from the Humphrey Program to degree status in any program. **Applicants should be aware that they will not be able to become degree candidates after they arrive in the U.S.** Candidates should realize that they have a commitment to return home after their Fellowship for at least two years to use the skills and knowledge they have acquired to assist their communities and their country.

How to Apply

- Please use the online application link provided on our [website](#) or the link provided on page 1. The application will need to be filled out and submitted through the online application system. All required supporting documents including **academic transcripts, letters of reference, curriculum vitae, South African passport bio page OR South African permanent resident documentation, copy of previous J1/J2 visa (if applicable)** need to be submitted through the online application system as well. Supporting documents can be uploaded in the “Additional Information” section of the online application under “Supplemental Materials.” The U.S. Embassy will not accept any documents via email or postal service.

- Include a well written **program plan** and **program statement** that can be understood by a general reviewing committee. The program plan and program statement are the core of your application. The program plan should explain how your work addresses the needs of South Africa and describe how the knowledge and skills you will gain through the Humphrey Fellowship will help you address South Africa's development needs. It should also include the kinds of academic and professional experiences you would like to pursue in the U.S. In the program statement you should describe how you have demonstrated a strong commitment to public service and lay out your vision for your future engagement in South Africa. You should also outline your professional goals for the next five to ten years and explain how the Humphrey Program will help you reach those goals.
- Include **two confidential letters of reference**. These letters must be uploaded by your referees through the online application system. The U.S. Embassy will not accept any letters of reference via email or postal service. The reference letters are an extremely important part of your application. It gives the selection committee further insight into getting to know you through the eyes of your referee and plays a big part in the final selection of a candidate. Please make sure your referees know you professionally and in your role as leader in your community. Please note: Reference letters are confidential. Therefore, all applicants **must** register their referees online so that their referees can receive an invitation link and return the reference via the online system. For the online registration you will need the name, title and email address of your two referees.
TIP: Identify your referees before you start filling out the application form so that they have enough time to submit their reference before the deadline.
- English Language Testing: should you advance to the finalist stage, you will be asked to take the TOEFL (Test of English as a Foreign Language). The test will need to be taken by November 2020. The U.S. Embassy will cover the cost of the test. If you have already taken the TOEFL test in the past, please provide your scores.
- Leave of Absence: Please discuss with your employer rules and regulations for taking a leave of absence from your current job. The Humphrey Fellowship is a full-time commitment of 10 months (15 months if pre-academic English language training is required).

What does the Fellowship provide for?

- Payment of tuition and fees at the assigned host university
- Pre-academic English language training, if required
- A maintenance (living) allowance, including a one-time settling-in allowance
- Accident and sickness coverage
- Book allowance
- One-time computer subsidy
- Air travel (international travel to and from the U.S. for and domestic travel to program related events within the U.S.)
- Professional development allowance for professional activities, such as field trips, professional visits and conferences
- **Please note: the Fellowship does not provide for dependents, either partner or children.**

What to expect during your Fellowship experience in the U.S.

Shortly after arriving in the U.S., Humphrey Fellows will prepare individual program plans for their professional development, detailing their goals and objectives for the year, including courses, seminars, special projects, professional and community activities. The main program components are:

Humphrey Seminar - A core part of the Fellowship is a special year-long Humphrey Seminar organized by the host university. In the seminar, Fellows are introduced to the skills and perspectives they will need as global leaders, share approaches to common issues and problems in their regions, and learn about many aspects of U.S. culture and society.

Academic Enrichment - Fellows are placed in groups of seven to fifteen at selected U.S. universities, which serve as their academic and professional base. Fellows audit or register for a partial course load to enable them to travel and network with their American peers and experts in their field of work, attend conferences, and engage in a professional affiliation (work experience) without the pressure of meeting specific degree or diploma requirements.

Professional Development - The purpose of the Humphrey Fellowship is to enrich Fellows' professional skills and knowledge. The Program provides Fellows opportunities to meet and exchange information and share experiences with their American counterparts and Humphrey colleagues from around the world. Through conferences, networking meetings, seminars and workshops, Fellows expand their perspectives on their work and on global issues. The culmination of the Fellowship year is a six-week work experience, or Professional Affiliation, arranged by the Fellows, that involves them with American organizations and provides another opportunity for meeting and working with their American peers. The Institute of International Education also facilitates professional enhancement workshops that engage Fellows in cross-disciplinary and multi-regional exchanges.

The Washington Global Leadership Forum - All Fellows attend this four-day seminar in Washington, D.C. to learn more about U.S. institutions, federal agencies, and international organizations. Humphrey Fellows meet with representatives of key organizations, participate in sessions on leadership and professional development, and make professional contacts. The Global Leadership Forum provides an opportunity for Fellows to meet their Humphrey colleagues from all 18 host campuses and to initiate the friendships and professional relationships that will continue throughout the Fellowship year and beyond.

English Language Courses - Fellows who are otherwise strong Humphrey candidates but need improved English to benefit fully from the Humphrey experience participate in intensive English language training before the start of their Humphrey Fellowship Program (usually during the summer months). If needed, Fellows can also take additional English language courses at their host universities.

What professional fields are considered for the Hubert H. Humphrey Fellowship Program?

Sustainable Development

- **Agricultural and Rural Development**

Suitable applicants include individuals from the public sector, non-governmental organizations, and business focused on agricultural and food system development and/or rural development. The field includes, but is not limited to, the following areas of specialization: food security, sustainable farming systems, agricultural research, extension management, agricultural marketing and value chain management, post-harvest technology and food safety, trade and food policy, and rural livelihood enhancement.

- **Economic Development**

This field may be interpreted very broadly. Suitable candidates include policy makers and administrative managers focusing on contemporary development issues including population growth, agriculture and industrial development, poverty and income distribution, labor markets, and foreign trade. Individuals who are working in the fields of sustainable development and microfinance in the public or private sector are also appropriate.

- **Finance and Banking**

Suitable candidates include individuals, who are involved in the management of financial institutions, the regulation of depository institutions and securities, transnational lending and trade financing, or public-private partnerships. Corporate financial managers and analysts are appropriate if they are interested in and able to convey how their work will impact the development of the country.

Individuals in this field are not suitable for the Humphrey Fellowship Program if they are primarily concerned with expanding a corporate entity's market share.

- **Natural Resources, Environmental, and Climate Policy**

Natural resource and environmental managers are appropriate candidates for this field. Policymakers working on the protection of natural resources, water quality, pollution control, land use, conservation, and environmental impact assessment also are suitable. Climate change is a critical emerging field open to professionals working in a range of disciplines, including policy development, clean technologies, carbon management, and response planning or adaptation to new climate patterns.

- **Urban and Regional Planning**

Appropriate applicants for this field include architects, engineers, planners, urban designers, urban economists and sociologists, and historic preservation specialists. The field of Urban and Regional Planning should be broadly interpreted to include the following: urban infrastructure, transportation policy and planning, water and sanitation, town and rural planning, land use and urban design, housing and real estate development, international and comparative planning, environmental protection and planning, ecological land development, public policy, social policy, urban redevelopment policy, economic development and planning, regional economic integration, economic conversion, urban finance management, and urban spatial analysis using geographic information systems.

Democratic Institution Building

- **Communications/Journalism**

Appropriate candidates include those using media in all its current forms to facilitate global development for their country. Journalists in this field could work for private media outlets or state-run public broadcasters with a focus on independent reporting and transparency. Journalists can work in any platform (print, broadcast, online) using digital and social media tools to cover a wide variety of subject beats, including, but not limited to public affairs, arts and features, social issues, business news and investigative topics. Other individuals might manage the public or internal communications for non-governmental organizations, for state-run media, governmental agencies and private business enterprises.

- **Law and Human Rights**

Attorneys, judges, and human rights activists are the most suitable candidates in this field. The range of law specializations is far reaching; some of the more common include: constitutional, criminal, business, civil rights, family/child, alternative dispute resolution, international humanitarian, international trade, international business, intellectual property, and

telecommunications law. Individuals engaged in legal and judicial reform and the administration of justice also are appropriate candidates.

- **International Religious Freedom**

Individuals who are contributing to local, national, or international efforts to promote religious freedom are appropriate candidates. Successful candidates may support efforts to combat and monitor religious persecution and discrimination; recommend, implement, or advocate for policies in their country or region to protect or expand rights to freely practiced religions; or develop programs and projects to promote interfaith dialogue and/or international religious freedom.

- **Public Policy Analysis and Public Administration**

This field may be interpreted very broadly. Policy issues that past Fellows addressed have included: regional economic and workforce development planning, public management and leadership, financial management in public and non-profit organizations, poverty and inequality, gender, public finance and revenue administration, domestic and foreign development policies, political transition to market-based democracy, planning and the global knowledge economy and private sector development.

- **Trafficking in Persons Policy and Prevention**

Candidates include foreign government officials, NGO activists, and media specialists who are focused on anti-trafficking issues. Humphrey Fellows can focus in areas of public administration, NGO administration, law and human rights, social work, communications and journalism, and public health as applied to anti-trafficking program management and policy-making.

- **Technology Policy and Management**

Network administrators, engineers, and urban planners involved in formulating technology policy and planning and managing technological change and systems are suitable candidates in this field. Officials in the Ministry of Education and educators who teach technology and science in higher education institutions and can demonstrate leadership in curriculum development or administration in this field are also appropriate candidates.

- **Human Resource Management**

The most suitable applicants in this field are those individuals dealing with institutional change and setting personnel policies and procedures. These might be human resource managers or individuals from various fields who have been charged with re-organizing a department or ministry, for example.

Education

- **Educational Administration, Planning and Policy**

Individuals who are contributing to national or regional education planning, policy development and implementation make good candidates. University professors with an exclusively academic focus are not suitable; however, university professors in administrative or policy-making positions are eligible. Candidate profiles also include those focused in the more technical areas of education: curriculum development, instruction and learning assessment techniques, program design and adult learning, teacher training, and the use of technology in higher education. These individuals may be teachers if they also have additional responsibilities in the areas above.

- **Higher Education Administration**

This field of study is intended for individuals who devote a significant portion of their professional life to policy formation, strategic decision-making, planning and management in higher education. Individuals holding administrative or policy-making positions at institutions of higher education, non-profit organizations or government ministries are eligible. Suitable candidates also include those focused on functional areas of higher education, such as curriculum design, techniques for instruction and learning assessment, vocational and life-long learning programs, and areas of higher education administration such as financial management, student affairs, academic affairs, business affairs, recruitment and admissions, development and alumni relations, and the use of technology in higher education. These individuals can be faculty at institutions of higher education if they also have significant additional responsibilities in the areas listed above.

- **Teaching of English as a Foreign Language**

Appropriate candidates include teacher trainers and master teachers in the field of Teaching of English as a Foreign Language if they are interested in teacher training, curriculum development, and methodology.

Public Health

- **Public Health Policy and Management**

Physicians, clinicians with management responsibilities, health educators, and other practitioners with policymaking responsibilities in this field are suitable candidates. Past Fellows' interests have included: management of public health care organizations; health care delivery through community based organizations; reproductive, adolescent and child health; and epidemiology in public health practice. Candidates who are primarily practitioners in their field are not appropriate. For example, dentists whose program goals are to be more effective dentists in a clinical setting are not appropriate candidates for the program. Instead, dentists or other practitioners who are interested

in acquiring skills and knowledge to become better administrators of public health programs, which might, for example, promote health education in their community or country, would be a better fit for the program.

- **HIV/AIDS Policy and Prevention**

Physicians, health educators, communication specialists, and policy analysts who are interested in HIV/AIDS policy, treatment and prevention are appropriate candidates for this field. Candidates with a primary focus on clinical treatment are not appropriate.

- **Substance Abuse Education, Treatment and Prevention**

Candidates in this field may be focused on problems of alcohol, drug and tobacco abuse as well as broader areas of public health that relate to substance abuse, such as HIV/AIDS, mental health, medicine, psychology, social work and counseling. Previous Fellows in the substance abuse field have come from schools and universities, community-based treatment and prevention programs, hospitals, criminal justice settings and local or national policy agencies. Fellows in this field will have access to strong university-based research programs as well as contacts with community, state and national professionals and provider groups working in substance abuse.

The Hubert H. Humphrey Fellowship Program in South Africa is managed by:

U.S. Embassy, Pretoria: fpsa@state.gov

U. S. Consulate, Johannesburg: MothianeM@state.gov

U.S. Consulate, Durban: KnowlesSD@state.gov

U.S. Consulate, Cape Town: WilliamsKM@state.gov

Website: <https://za.usembassy.gov/education-culture/educational-exchanges/professionals/hubert-h-humphrey/>

APPLICATION CHECKLIST

A completed application consists of:

- ☐ Application Form (*completed and signed online*)
- ☐ Copy of your degree/s (*to be uploaded online under “Additional Information-Supplemental Materials”*)
- ☐ Curriculum Vitae (*to be uploaded online under “Additional Information-Supplemental Materials”*)
- ☐ Reference One (*submitted online by your referee*)
- ☐ Reference Two (*submitted online by your referee*)
- ☐ Passport Bio page (*to be uploaded online under “Additional Information-Supplemental Materials”*)
- ☐ Copy of previous J1/J2 visas (*if applicable to be uploaded online under “Additional Information-Supplemental Materials”*)

Completed applications with all supplemental documents must be submitted through the [Online Application System](#) by August 15, 2020.

Incomplete applications will not be considered.